

## **Guidelines on the Use of the University of Aizu Community Space *Kiyare***

(Purpose)

Article 1

These guidelines provide for the necessary matters regarding the use of the University of Aizu Community Space *Kiyare* (on the first floor of the Student Hall) (hereinafter, "KIYARE").

(Management)

Article 2

The General Affairs and Budget Division shall be responsible for the management of KIYARE. The key to the facility shall be kept in the Security Office.

(Purpose and Scope of Use)

Article 3

3.1 Students, faculty, and staff of the University of Aizu may use KIYARE without individual permission, provided that they comply with the User Rules for the University of Aizu Community Space *Kiyare* (hereinafter, "USER RULES") provided for separately.

3.2 Notwithstanding the provisions of the preceding paragraph, permission from the Director of the General Affairs and Budget Division must be obtained in any of the following cases.

- (1) When students or faculty members of the University use the facility for educational and research activities, exchange activities such as exhibitions and presentations (excluding music and dance recitals, etc.), and other events and activities.
- (2) When the facility is used for major events at the University
- (3) When the facility is used at a date and time other than those stipulated in Article 4.1.
- (4) When the Director of the General Affairs and Budget Division otherwise deems it necessary to obtain permission

(Days and Hours of Use)

Article 4

4.1 KIYARE shall be available for use from 8:00 a.m. to 8:00 p.m. on weekdays, in principle.

4.2 Notwithstanding the provisions of the preceding paragraph, this shall not apply to use permitted by the Director of the General Affairs and Budget Division.

(Usage Requests)

Article 5

Regarding any use of KIYARE that falls under any item of Article 3.2, an Application Form for Use of Campus Facilities (Cafeteria, etc.) and a document, etc. describing the nature of the activity must be submitted to the Director of the General Affairs and Budget Division at least seven days prior to the date of use, in principle, and permission from said Director must be obtained.

(Prohibited Uses)

## Article 6

6.1 When an application form stipulated in the preceding Article has been submitted and the use is deemed appropriate, the Director of the General Affairs and Budget Division will grant permission for the use of KIYARE.

However, permission shall not be granted in any of the following cases.

- (1) When the use of the facility is likely to interfere with classes and other educational activities, research activities, university events, etc.
- (2) When there is a risk that the use may result in the damage or destruction of KIYARE and/or its equipment
- (3) When the use may violate public order and morals or result in noise or defacement of the facility
- (4) When a user fails to comply with these guidelines and/or the separately prescribed USER RULES, and/or fails to follow the advice and instructions of faculty and staff
- (5) When the Director of the General Affairs and Budget Division otherwise deems the use inappropriate

6.2 The Director of the General Affairs and Budget Division may, when granting permission provided for in the preceding paragraph, attach conditions of use (hereinafter, "CONDITIONS FOR PERMISSION") as necessary.

(Cancellation of Permission, Etc.)

## Article 7

The Director of the General Affairs and Budget Division may, in the event an individual or party who has obtained permission pursuant to the provisions of Paragraph 1 of the preceding Article (hereinafter, "USER") violates these guidelines or the CONDITIONS FOR PERMISSIONS, revoke the permission or suspend their use of the facility.

(Prohibition of Subletting)

## Article 8

USERS must not sublet their permission to use KIYARE to a third party.

(Obligation of USERS to Preserve the Facility and Equipment)

## Article 9

9.1 USERS must comply with the separately prescribed USER RULES and strive to maintain KIYARE and its equipment in good condition.

9.2 When USERS have completed their activities at KIYARE, they must check to ensure that nothing is out of order. If they find anything out of order, they must promptly report to the Director of the General Affairs and Budget Division.

9.3 If USERS cause the damage or destruction of KIYARE or its equipment intentionally or through negligence, they must restore it to its original state or compensate for the damage.

(Supplementary Provisions)

## Article 10

Other than those provided for in these guidelines, matters necessary for the use of KIYARE shall be determined separately by the Director of the General Affairs and Budget Division.

**ADDITIONAL PROVISIONS**

These guidelines shall be enforced as of December 1, 2023.